

The Workplace Harassment Policy, Drug-Free Workplace Policy, and Travel Policies are separate from the Nebraska Supreme Court Personnel Policies & Procedures and apply equally to all officers and employees of the Nebraska Supreme Court. These include all officers and employees in (1) the county court system, (2) the probation system, (3) the Reporter's Office of the Supreme Court and Court of Appeals, (4) the Clerk's Office of the Supreme Court and the Court of Appeals, (5) the Administrative Office of the Supreme Court, (6) the Office of the Counsel for Discipline, and (7) the State Law Library. These policies also apply to (1) the State Court Administrator; (2) the State Probation Administrator; (3) the Clerk of the Supreme Court and Court of Appeals; (4) the Reporter of the Supreme Court and Court of Appeals; (5) the Counsel for Discipline; (6) the justices of the Supreme Court, judges of the Court of Appeals, and all private staff of the Supreme Court and Court of Appeals, including administrative assistants, career law clerks, and law clerks; (7) the staff attorneys of the Supreme Court and Court of Appeals; (8) all district court judges and their official court reporters; (9) all juvenile court judges and their official court reporters; (10) all county court judges; (11) all Workers' Compensation Court judges; and (12) any other court officer or employee within the meaning of the term "judge" as defined by the Nebraska Code of Judicial Conduct.

Amended 9-17-03

DRUG-FREE WORKPLACE POLICY

Drug abuse and use at the workplace are subjects of immediate concern in our society. These problems are extremely complex and ones for which there are no easy solutions. From a safety perspective, the use of drugs may impair the well-being of officers, employees, and the public at large, and may result in damage to court property. Therefore, it is the policy of the Nebraska Court System that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in the workplace is prohibited. Any officer or employee violating this policy will be subject to discipline up to and including termination. The specifics of this policy are as follows:

1. The Nebraska Court System does not differentiate between drug users and drug pushers or sellers. Any officer or employee who gives or in any way transfers a controlled substance to another person, sells or manufactures a controlled substance, or violates any drug law while on the job or on court premises will be reported to the appropriate prosecuting authority and, whether convicted or not, will be subject to discipline up to and including termination.
2. The term "controlled substance" refers to any drug listed in 21 U.S.C. ' 812 or a drug, substance, or immediate precursor listed in Schedules I to V of ' 28-405 of the Nebraska Revised Statutes. Also included in the term are unauthorized prescription drugs.
3. Each officer and employee is required by law to inform the State Court Administrator or State Probation Administrator within 5 days after he or she is convicted of violating any federal or state criminal drug statute, where such violation occurred on the court system's premises. A conviction means a finding of guilt by a judge or jury in any federal or state court.
4. The Administrative Office will notify the U.S. government agency with which a contract has been made within 10 days after receiving notice from an employee or a judge or otherwise receiving actual notice of such a conviction.
5. If an officer or employee is convicted of violating any criminal drug statute while at the workplace, he or she will be subject to discipline up to and including termination. Alternatively, the Nebraska Court System may require the officer or employee to successfully finish a drug abuse program sponsored by an approved private or governmental institution.

As a condition of further employment on any federal government contract, the law requires all officers and employees to abide by this policy.